

Elders Program  
7500 Odawa Circle  
Harbor Springs, MI 49740  
Ph: (231) 242-1422 or (231) 242-1423  
Fax: (231) 242-1430

Date 1-1-2014

Aanii LTBB Tribal Elder:

This letter is intended to provide you with information regarding the Emergency Fuel and Utility Assistance Program. Elders may apply only once during a 12 month period for this Program.

- ❖ This assistance may be used to assist those tribal elders that need a fuel or utility bill to be paid. This program is **different** than the Food and Utility Reimbursement Program

Each elder is required to complete the enclosed application. In order for the application to be processed in a timely manner, it is important that the directions for this program be followed and completed properly.

**Directions for program are as follows:**

- Application must be completely filled out, signed and dated by the applicant
  - Information may be taken over the phone for those elders that live outside the 27 county service area and application will be mailed for signature.
  - Application can be completed in the Elders Program office
- Supporting documentation must be submitted with application:
  - Income documentation for all persons living in home
  - fuel & utility bill to be paid—shutoff notice or statement that tank is less than 10%
- Assistance request must be for their primary residence and billing must be in the Tribal Elder's name requesting assistance
- Denial from other applicable governmental services/programs
- Total household income, must be within guidelines.

Notice will be sent to the applicant once a decision has been made. If approved; a requisition will be submitted to tribal accounting offices for direct payment to vendor. If denied, a notice will be mailed to applicant, stating reason for denial.

If you have any questions about the application process, please contact either Joan T. Jacobs at (231) 242-1423 or Tammy Okuly- Shananaquet at (231) 242-1422.

Miigwetch!  
LTBB Elders Department

Current year is: 2014